

Updated: September 10, 2009

**PRAIRIEVILLE TOWNSHIP
REGULAR BOARD MEETING**

August 12, 2009

CALL TO ORDER

Supervisor Stoneburner called the meeting to order at 7:02 p.m.

PRESENT: Supervisor Jim Stoneburner, Clerk Jill Owens, Trustee Bill Miller, and Treasurer Deb Newhouse

ABSENT: Trustee Sharon Ritchie *at MTA conference.*

Also present 46 guests.

All present pledged Allegiance to the flag and observed a moment of silence for our troops.

APPROVAL OF AGENDA

Motion made by Clerk Jill Owens for the agenda to be approved as amended. Supported by Treasurer Deb Newhouse. All Ayes. Motion carried.

The changes to the Agenda were the following: Remove 3. Property Number 08-12-180-006 variance approval and 5. Stimulus update.

APPROVAL OF MINUTES

Motion was made by Trustee Bill Miller to approve the minutes of the June 17, 2009 Special Board Meeting as written. Supported by Clerk Jill Owens. All Ayes. Motion carried.

Minutes were presented for June 27, 2009 Special Board Meeting. No motion made.

40 Motion was made by Trustee Bill Miller to approve the minutes of the June
41 22, 2009 Special Board Meeting as written. Supported by Clerk Jill Owens.
42 All Ayes. Motion carried.

43
44 Motion was made by Treasurer Deb Newhouse to approve the minutes of the
45 July 8, 2009 Regular Board Meeting as corrected. Supported by Trustee Bill
46 Miller. All Ayes. Motion carried.

47
48 Correction was to add to line 159 Clerk Owens stated that the Township
49 Liability Insurance Company approved the policy and line 241 change
50 millage to mileage.

51
52 Motion was made by Trustee Bill Miller to approve the minutes of the July
53 16, 2009 Special Board Meeting *as written*. Supported by Treasurer Deb
54 Newhouse. All Ayes. Motion carried.

55

56 CORRESPONDENCE

57

58 Supervisor Jim Stoneburner announced he appointed to the Personnel Policy
59 Committee Treasurer Deb Newhouse as Chair, Trustee Sharon Ritchie, Dave
60 Baer, Lana Langone, and Dick VanNiman.

61

62 COMMISSIONER'S REPORT by Robert Houtman

63

64 Report given.

65

66 PUBLIC COMMENT

67

68 Public comments were received.

69

70 ASSESSOR'S REPORT by Sheri Armintrout

71

72 Sheri Armintrout gave report.

73

74 PARKS COMMISSION REPORT by Jennifer VanOverloop, Vice
75 Chairperson of Parks Commission

76

77 Jennifer VanOverloop reported on Parks Commission.

78

79 FIRE REPORTS

80

81 Fire Reports were received and filed.

82

83 EMS Report was received and filed.

84

85 POLICE REPORT given by Officer Thompson

86

87 Police report was received and filed.

88 CLERK REPORT

89

90 Clerk Jill Owens report was received and filed.

91

92 APPROVAL OF BILLS

93

94 Bills were presented and discussed. Motion made by Treasurer Deb
95 Newhouse for the bills in the amount of \$150,699.71 to be paid. Supported
96 by Trustee Bill Miller. All Ayes. Motion carried.

97

98 *Trustee Bill Miller requested bills by Monday before meeting.*

99

100 1. Assessor Assistant Wages

101

102 Discussion took place on the wages to pay to the assessor assistant based on
103 experience and staying within budget of \$12,000 for the year.

104

105 2. Hardship Application

106

107 Discussion took place regarding the hardship application schedule. Sheri
108 Armintrout explained the schedule made by the state.

109

110 Township Board Resolution to Adopt Poverty Exemption Income Guidelines and
111 Asset Test

112

113 WHEREAS, the homestead of persons who, in the judgment of the supervisor
114 and board of review, by reason of poverty, are unable to contribute to the public
115 charges is eligible for exemption in whole or part from taxation under the General
116 Property Tax Act; and

117

118 WHEREAS, the township board is required by Section 7u of the General

119 Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for
120 poverty exemptions;

121
122 NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that
123 Prairieville Township, Barry County, adopts the following guidelines for the
124 supervisor and board of review to implement.

125
126 The guidelines shall include but not be limited to the specific income and asset
127 levels of the claimant and all persons residing in the household, including any
128 property tax credit returns, filed in the current or immediately preceding year.

129
130 To be eligible, a person shall do all the following on an annual basis:

- 131
- 132 1) Be an owner of and occupy as a homestead the property for which an
133 exemption is requested.
 - 134
 - 135 2) File a claim with the supervisor or board of review, accompanied by federal
136 and state income tax returns for all persons residing in the homestead, including
137 any property tax credit returns filed in the immediately preceding year or in the
138 current year.
 - 139
 - 140 3) Produce a valid drivers' license or other form of identification if requested.
 - 141
 - 142 4) Produce a deed, land contract, or other evidence of ownership of the property
143 for which an exemption is requested if requested.
 - 144
 - 145 5) Meet the federal poverty income guidelines as defined and determined
146 annually by the United States Office of Management and Budget
 - 147
 - 148 6) Meet additional eligibility requirements as determined by the township board,
149 including: none.

150
151 BE IT ALSO RESOLVED that the board of review shall follow the above stated
152 policy and federal guidelines in granting or denying an exemption, unless the
153 board of review determines there are substantial and compelling reasons why
154 there should be a deviation from the policy and federal guidelines and these are
155 communicated in writing to the claimant.

156
157 The foregoing resolution offered by Board Member Clerk Jill Owens and
158 supported by Board Member Treasurer Deb Newhouse.

159
160 Upon roll call vote, the following voted Aye: Trustee Bill Miller, Treasurer Deb
161 Newhouse, Clerk Jill Owens, & Supervisor Jim Stoneburner. Nay: None.

162
163 The Supervisor declared the resolution adopted.

164

165 3. Removed from Agenda

166

167 4. Deputy Clerk and Deputy Treasurer Budget

168

169 Discussion took place on Budget of Clerk, Treasurer and Administration.

170

171 Clerk Jill Owens moved to increase the budget for Treasurer Deputy
172 (account 101-253-702.100) by \$6,368.00, to increase the budget for Clerk
173 Deputy (account 101-215-702.100) by \$6,368.00, to decrease the budget for
174 Administration (account 101-299-702) by \$12,736.00, supported by
175 Treasurer Deb Newhouse. All Ayes. Motion carried.

176

177 5. Removed from Agenda

178

179 6. FOIA Coordinator

180

181 Discussion took place regarding who should be the Freedom of Information
182 Act (FOIA) Coordinator.

183

184 Clerk Jill Owens moved for Supervisor Jim Stoneburner to be the Freedom
185 of Information Act (FOIA) Coordinator. Treasurer Deb Newhouse
186 supported. All Ayes. Motion carried.

187

188 PUBLIC COMMENT

189

190 Public comment was received.

191

192 BOARD COMMENTS

193

194 SUPERVISOR STONEBURNER

195

196 None given.

197

198 TREASURER DEB NEWHOUSE

199

200 None given.

201

202 CLERK JILL OWENS

203

204 None given.

205

206 TRUSTEE BILL MILLER

207

208 Trustee Bill Miller reported that the Pine Lake pump was run on August 3,
209 2009. He had questions on email for Pine Lake Association *regarding fish*
210 *kill*.

211

212 Clerk Jill Owens moved to adjourn the meeting. Supported by Treasurer
213 Deb Newhouse. Supervisor Jim Stoneburner adjourned the meeting without
214 objection at 8:40 pm.

215

216 Respectfully Submitted,

217 Jill Owens, Clerk

218